United States Department of State



Foreign Affairs Manual

4 FAM - Financial Management

Change Transmittal: FIN-375 Date: September 13, 2005

4 FAM 370 FISCAL IRREGULARITIES

Changes

- 1. The subchapter on Fiscal Irregularities, previously issued as 3 FAM 4190 under TL:PER-342, 10-31-1997 (now Unassigned), has been significantly revised and reissued as new subchapter 4 FAM 370.
- 2. **Change Transmittal** has replaced the term Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's Change Transmittal acronym and numerical series remains in place.
- 3. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions (Paper Copies)

- 1. Remove 4 FAM 370 through 4 FAM 380 (Unassigned); insert the new 4 FAM 370 (CT:FIN-375; 09-13-2005, 10 pages); and insert a 4 FAM 380 "Unassigned" page.
- 2. After inserting the material in the binder, insert this transmittal letter immediately following the CT Checklist, then fill in the entry line for CT: FIN-375, and initial.

Distribution Notice

- 1. The *Foreign Affairs Manual* and *Handbooks* (unclassified) official version can be found on the State Department's Intranet site.
- 2. All posts and offices keeping paper versions of the *Foreign Affairs Manual* are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5). A/RPS/MMS/P, Room B934, 202-736-7470, FAX 202-736-7472, handles all requests for paper copies, including non-Government users

- (include either fiscal information or payment with request, as appropriate).
- 3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this transmittal letter.

(RM/FPRA/FPMC)